## GARDNER CONTRIBUTORY RETIREMENT SYSTEM

## CITY HALL ROOM 17

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## NOTICE OF CONTRIBUTORY RETIREMENT BOARD MEETING

Pursuant to Chapter 39, Section 23B General Laws of the Commonwealth of Massachusetts, notice is hereby given of the following meeting:

DATE:

January 26, 2017

TIME:

3:00 P.M.

PLACE:

Conference Room - Room #103, 1st Floor, City Hall Anjiex

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GARDNER

## **AGENDA**

- Meeting minutes of December 28, 2016, and January 17, 2017
- Sign permanent record of November 28, 2016, regular meeting
- Trial Balance for November 30, 2016
- \* City Treasurer's Bank Reconciliation for November 2016
- Accounts Payable & Payroll Warrants #01/17
- Investment Review
- Correspondence
- Old Business:
  - January 1, 2016 Actuarial Valuation Draft for Board Approval
  - Independent CPA Audit of Financial Statements at 12/31/2016 Update
  - Determination of Section 9 or Section 101 Survivor Benefit for Spouse of Deceased ADR - Update
  - Retirement Board Administrator Position Review proposed Ad to be Published in Local Newspaper(s); Finalize Job Posting and Detailed List of Procedures; Discuss/Finalize Timetable for process
  - Retirement Board Election for two (2) members to serve three (3) year terms each: July 1, 2017 through June 30, 2020 – Proposed Timetable; Postings; Notices to Retirees; Nomination Paperwork; etc. For Board Review and Planning
- New Business:
  - PERAC Mandatory Board Member Training Quarterly report at 12/31/16
  - •Nominations(s) and Election of Board Chairperson for One (1) Year Term; February 1, 2017 through January 31, 2018
  - Approve retirement(s); Acknowledge deceased member(s)

Denise Merriam, Board Chairperson